

## Meeting Notes

# Hispanic Education Summit Planning Meeting

09/14/2007

Ottawa Bldg, 611 W. Ottawa Street, L.L., Conf. Rm 2, Lansing, MI 48933

### Meeting called by:

Ms. Arminda Garcia, Education Committee Chair

### Facilitators:

Ms. Nicole Sunstrum sat in to take notes for Dr. Mary Miller

COSSA Office: Marylou Mason, Vicky Potter

Members Present: Jane Rohrback, Laura Gonzales, Arminda Garcia,  
Leonard Savala, Eunice Castillo, Sergio Keck, John Flores

Guest: Rosa Morales

## Agenda topics

### 1) Budget/Sponsorship:

- Ms. Mason stated while inquiring as to prices for the Holiday Inn South that she was informed that prices would be more economical if the account were set up for DLEG as opposed to an outside group. The Holiday Inn and the State of Michigan have contracted prices. Ms. Mason stated the downside to this would be that some organizations would not donate to a state agency as they would with an organization with 501C3 status. There was group discussion on this issue.
- The committee reviewed the Holiday Inn contract that was presented as a draft to the committee. It was decided that the break out rooms were not needed – spaced apart tables would suffice.

- Laura suggested having a fundraiser subcommittee.
- Selling ads for a program booklet was discussed. The Committee did not want to sell ads.
- A committee member asked if Dept. Of Education was able to provide some funding, if Proposal 2 would affect their ability to donate. Members didn't think that would be the case.
- A suggestion was made to approach Saginaw Valley State University to be the major sponsor of the Summit. The event would be held at the University as well. John Flores and Marylou Mason will set up a meeting to discuss the matter with Mr. David Gamez., Board President.
- A draft sponsorship letter was presented to committee members. Leo asked to be sent the draft so he could make some suggestions.

## 2) Review Challenge Articles

- Leo suggested dealing with only half of the 15 challenges for the first summit and next year handle the other half. This issue was discussed in length in regards to having enough facilitators to handle the 15 challenges. A review of the challenges resulted in opting to combining many of the challenges. The COSSA office, Mr. Terry Fobbs and Dr. Mary Miller will combine the challenges and mail them back to Committee members to review. The members will vote on the revisions at the next meeting.

## 3) Facilitator Training

- The Committee expressed concern over the lack of possible facilitators for the Summit. There were many individuals at the initial planning meeting but have not attended meetings since. It was suggested that phone calls be made to see if they were still interested in participating in the Summit.

Marylou will call those individuals.

- There was discussion regarding the articles that support the challenges. Some of the articles are very long. It is important that articles support the challenge and be as specific as possible.
- The facilitator training will be held on Nov. 6 & 8, 2007. Those not signed up need to do so as soon as possible. The training will be provided by MI Dept. of Civil Service and is entitled, "Fearless Facilitation."

4) Miscellaneous

- The COSSA office will prepare and mail a "Save the Date" card once a location is secured.
- A mission statement is needed. Leo offered to prepare a draft.

5) Next Meeting date – *The next meeting date will be Friday, October 26, 2007, Facilitator Training is Nov. 6 & 8, 2007. Additional meeting dates leading to event need to be scheduled.*

**Special notes:**